



City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
John Montgomery, Mayor Pro Tem
John P. Barnes, Councilmember
Melanie Bell, Councilmember
Shannon Carroll, Councilmember

STAFF

David Beach, City Manager
Scott Bounds, Olson & Olson, City Attorney
Thelma Gilliam, City Secretary

City Council Meeting Agenda

Notice is hereby given of a **Workshop and Regular Meeting** of the West University Place City Council to be held on **October 24, 2022** beginning at **6:00 p.m.** in the **Municipal Building, located at 3800 University Boulevard**, for the purpose of considering the agenda of items listed.

Residents can attend in-person, by telephone, or via Zoom. To attend the meeting via telephonic means, please **call 346-248-7799** or you can join <https://us02web.zoom.us/j/88060891494>. **The Meeting ID Number is 880 6089 1494.** Should you have difficulty entering the meeting or need assistance during the meeting, email westuzoom@westutx.gov.

Any person interested in speaking via Zoom on any item on the regular agenda or during public comments must submit his/her request via email to the City Secretary at tgilliam@westutx.gov at least **two (2) hours prior to the start of the meeting**. The request must include the speaker's name, address, and the phone number that will be used for the call, and the agenda item number or description, if applicable. Speakers will remain in a queue and muted until their time to speak. Handouts or other information must be emailed to tgilliam@westutx.gov no later than 24 hours prior to the start of the meeting. The information will be provided to Mayor and Council in advance of the meeting.

Note: All agenda items are subject to action. The City Council reserves the right to meet in a closed session on any agenda item should the need arise and, if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

The agenda packet is accessible to the public on the City's website. A recording of this meeting will be made available to the public within three (3) business days after the meeting. **To obtain a hard copy of the agenda packet, please contact the City Secretary via the email address above.**

WORKSHOP (6:00 PM)

Agenda items are as follows:

1. **Call Workshop to Order**

2. **Wastewater Treatment Plant Improvement Project – 60% Design Update**

Matters related to an update on the design of the Wastewater Treatment Plant. *Recommended Action: Discuss and provide feedback for consideration in completing the 90% design. Mr. Gerardo Barrera, Public Works Director* [See Agenda Memo 2]

3. **Adjourn Workshop**

REGULAR MEETING (6:30 PM)

4. **Call Regular Meeting to Order**

5. Pledge of Allegiance

6. Public Comments

This is an opportunity for citizens to speak to the Council relating to agenda and non-agenda items. Speakers are required to register in advance and must limit their presentations to three minutes each.

If the topic the speaker wishes to address is on the agenda, the speaker may either speak at this time or defer his/her comments until such time the item is discussed.

Speakers are advised that comments cannot be received on matters, which are the subject of a public hearing once the hearing has been closed. Public comments on matters on the agenda must be kept relevant to the subject before the Council. The presiding officer shall rule on the relevance of comments.

Persons making personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment before the Council during the meeting. This rule does not prohibit criticism of the City or criticisms of actions or omissions of the City.

7. Chevron Houston Marathon

Matters related to the Chevron Houston Marathon. *Recommended Action: Authorize the City Manager to take the necessary actions to support the 2023 Chevron Houston Marathon event in West University Place. Ms. Susan White, Parks and Recreation Director* [See Agenda Memo 7]

8. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. City Council Meeting Minutes

Approve City Council Minutes of October 10, 2022. *Recommended Action: Approve City Council Minutes of October 10, 2022. Ms. Thelma Gilliam, City Secretary* [See Agenda Memo 8A]

B. Quarterly Investment Report

Matters related to Council's receipt of the Quarterly Investment Report. *Recommended Action: Staff recommends that City Council accepts the City's September 2022 Quarterly Investment Report. Ms. Marie Kalka, Finance Director* [See Agenda Memo 8B]

C. Purchase of Vehicles

Matters related to the purchase of vehicles. *Recommended Action: Staff recommends that City Council (1) adopt the ordinance amending the 2022 Budget in the amount of \$14,000 from the Vehicle Replacement Fund, and (2) approve the purchase of six (6) vehicles in the amount of \$353,300; and authorize the City Manager to execute the purchase agreement. Mr. Gerardo Barrera, Public Works Director* [See Agenda Memo 8C]

RECESS REGULAR MEETING OF THE CITY COUNCIL TO CONVENE A MEETING OF THE CITY OF WEST UNIVERSITY PLACE EMPLOYEE BENEFITS TRUST (EBT) FOR WHICH A SEPARATE EBT AGENDA HAS BEEN POSTED.

RESUME REGULAR CITY COUNCIL MEETING AFTER ADJOURNMENT OF THE EBT MEETING

9. Transfer of Funds to Employee Benefits Trust

Matters related to authorizing the transfer of funds from the City of West University Place to the City of West University Place Employee Benefits Trust to pay for employee-related benefits beginning with the January 2023 contribution. *Recommended Action: Authorize the continued transfer of funds on a monthly basis from the city of West University Place to the City of West University Place Benefits Trust beginning with the January 2023 contribution.* **Mr. James Urban, Human Resources Director.** [See Agenda Memo 9]

10. Recess Regular Meeting and Convene Executive Session

City Council will recess the regular session and convene an executive session to consult with the city attorney regarding pending or contemplated litigation (Clark v. Park) in accordance with Section 551.071 of the Texas Government Code and to deliberate the purchase, exchange, lease or value of real property in accordance with Section 551.072 of the Texas Government Code.

11. Adjourn Executive Session and Reconvene Regular Session

Matters related to any action resulting from Executive Session discussions, if necessary.

12. Adjourn Regular Meeting

In compliance with the Americans with Disabilities Act, if you plan to attend this public meeting and you have a disability that requires special arrangements, please contact City Secretary Thelma Gilliam at 713.662.5813 at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist in your participation in the meeting. The Council Chambers is wheel chair accessible from the west entrance and specially marked parking spaces are available in the southwest parking area. Special seating will be provided.

I certify that this notice and agenda of items to be considered by the West University Place City Council on October 24, 2022 was posted on the Municipal Building bulletin board on October 21, 2022, at approximately 10:00 o'clock a.m.

(SEAL)

Thelma A. Gilliam

Thelma A. Gilliam, City Secretary